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January 2007 - Staff Meeting Minutes

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Department of Agricultural Leadership, Education and Communication
Staff Meeting Minutes
Friday, January 26, 2007
311 Ag Hall

Present: Barrett, Bell, Ellis, Fleming, Gifford, Husmann, James, Kalkowski, King, Larson, Matkin, Wheeler.

Wheeler called the staff meeting to order at 10:00 a.m.

Approval of Minutes – Barrett moved to approve the minutes of the December 15, 2006, staff meeting. Husmann seconded. Motion passed.

Promotion and Tenure Committee – No report. Wheeler announced there may be more faculty applying for courtesy appointments in AgLEC.

Undergraduate Curriculum Committee – Ellis reported that they met this morning. There are great recruiting activities going on for AgLEC. Programs are in process to go into the PEARL system. There is a meeting for PEARL leaders on February 7 at the East Campus Union. The SafeAssignment Policy Committee has submitted a final draft of policies that should govern the use of the SafeAssignment plagiarism detection software at UNL.

Graduate Education and Research Committee – King reported that the Graduate Bulletin proofs have been completed. There will no longer be a paper copy of the bulletin. It will all be electronic in pdf and html format. Policy revision regarding comprehensive exams are being discussed. We will have a booth at the Big XII Conference on February 16.

Faculty Advisory Council – Bell attended the meeting and there was an extensive discussion of the new UNL website format. The travel policy for students was also discussed. A draft proposal will be coming soon on student travel.

CASNR Curriculum Committee – Barrett reported that the first meeting of the year will be this afternoon.

Academic Senate – King reported that the SafeAssignment policy was also discussed at the Academic Senate meeting. Medical insurance and prescription drug costs were also items of discussion.

CASNR Recruitment, Retention & Planning Committee – Matkin asked Katie Larson to report on the recruitment activities for AgLEC. Larson presented the current activities.

Graduate Student Association Update – Gifford reported that the three committees (social, academic, community service) are meeting and making plans. A Research Café is being planned for late February. Wheeler suggested that a spring social be planned.

Staff Adjustments – Wheeler announced that changes in staff assignments are being worked on and position descriptions are being updated. James and Rietsch will begin part-time hours on Friday, February 2. A schedule will be sent out.

Gallup Goals – King reported that our Gallup goals were submitted as requested to Dr. Fritz. Copies will be made available to faculty and staff.

Wheeler distributed AgLEC goals that will be discussed with the Deans at the departmental session on Wednesday, February 14. Please submit feedback as soon as possible. There are three themes in IANR. We need to be addressing those themes or adding value to them.

Budget Update – Wheeler presented budget information through December 31. We are on schedule with spending for the fiscal year. There is concern with the governor's proposed budget but we won't know anything until late May on the state's budget.

Tourism/Marketing Search Committee Update – The committee has met and identified the top six candidates. The list will be given to Wheeler after he has completed his updated training next Tuesday.

Servant Leadership Conference – King reported that the registration will be on the web. CARI is helping get that set up. The Call for Proposals will be on the AgLEC home page soon.

Announcements – Wheeler presented Ag Ed CSREES meeting comments from the January 17-18 meeting in Washington, D.C. They want to see integrated proposals growing out of teaching or extension and incorporating research.

Gifford announced that faculty members will be here from the Leadership Education Institute in March. On Monday, March 19, there will be a reception beginning at 10:45 a.m. Please plan to attend.

Fleming announced we will have a hospitality room again at the Cornhusker Hotel for the FFA/CDE events. The dates are March 28, 29, and 30. Sign up sheets will be available for two-hour shifts. The Ag Ed teachers enjoy this time to visit with faculty from AgLEC so please sign up if your schedule permits.

Wheeler and Fleming asked for suggestions for a new Advisory Council member with expertise in the hospitality and tourism area.

Meeting adjourned at 11:40 a.m.

Next staff meeting will be **Friday, February 16, 2007 – 10:00 a.m.**

Submitted by Betty James
January 29, 2007